

CALIFORNIA APPRENTICESHIP COUNCIL  
RULES, REGULATIONS AND OPERATING PROCEDURES STANDING  
COMMITTEE  
MINUTES OF THE MEETING

Radisson Hotel, Sacramento  
January 25, 2007

I. CALL TO ORDER/ROLL CALL

Chairperson Hodess convened the Rules, Regulations and Operating Standards Standing Committee at 9:10 a.m. The following members were present: Aram Hodess, William Callahan, Anne Quick, Leo Garcia, Cedric Porter and David Rowan. Absent were: Marvin Kropke and Dick Zampa. A quorum was present.

II. APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 26, 2006

The minutes of the October 26, 2006 Standing Committee meeting were approved as presented.

III. CONTINUING DISCUSSION

- A. There was a continuing discussion on the financial pro-forma started last year, to be used by the Chief when considering approval of new and/or expanded apprenticeship programs. There was an extended discussion about the purpose of the pro-forma, including whether it would constitute a hurdle to the approval of new programs or whether it would be a method of standardizing the required financial review required by 212.2 (5). It was suggested that start up expenses be added to a checklist so program sponsors can more accurately analyze their proposed program's financial needs. Some initial costs to be considered are: Workman's Compensation cost, classroom materials, travel expenses, equipment, training facility, etc. Chief Rowan explained that this pro-forma is a "work in progress" and that he would implement the pro-forma and see how well it works. There was no objection to this. There was a lot of support for the pro-forma, which was seen as a standardized, objective tool to aid the Chief in the approval process.

Additionally, Chief Rowan explained that newly approved programs will be audited after their first year and that the consultants will be required to attend all meetings of newly approved programs during their first year of operation.

- B. Draft of "Instructor Certification Form" - There was a discussion of a draft instructor/journeyman certification form that Chairman Hodess had submitted. DAS Counsel Fred Lonsdale expressed the opinion that certification of instructors was the responsibility of the local education agencies (LEAs). Barry

Noonan from the California Community College Chancellor's Office provided copies of CCR 3074 along with Section 53413, which details the minimum standards for community college faculty members teaching credited and non-credited apprenticeship courses. Dr. Noonan indicated he would look into ways of acquiring documentation from his LEAs confirming that Community College apprenticeship instructors possessed the minimum, required qualifications. Al Tweltridge from Department of Education (DOE) explained that his LEAs did not require teaching credentials for apprenticeship instructors. Chairman Hodess wanted to know how CAC can be certain that all LEAs are properly documenting that program instructors meet the minimum standards of either DOE or CCD and asked Mr. Tweltridge and Dr. Noonan to report on their finding in this regard at the next meeting. At the suggestion of Commissioner Garcia, the draft certification "Instructor Certification Form" was withdrawn.

Chief Rowan also reported that DAS planned to send out a questionnaire to each apprentice who dropped out or was terminated from a program to determine the reasons they have dropped. He was questioned whether apprentices who had been terminated for cause, i.e. violating a program's standard, would be asked to respond, noting that their response might be slanted.

- C. There was a discussion as to whether public works employers are evading the employment of apprentices, particularly by requesting dispatch from geographically distant programs, which cannot possibly comply. Chief Rowan suggested that programs detail the terms under which they would dispatch apprentices on the DAS website, as requesting apprentices from programs that will not dispatch apprentices is a waste of time. Chief Rowan proposed distributing a questionnaire to program sponsors to determine their dispatch rules. A proposed form for this purpose will be drafted for consideration and posted on the DAS website for comment within the next 45 days.

There being no further business, the meeting adjourned at 11:30 a.m.

Respectfully submitted:

AUREA T. GALANG  
Staff Aide